



# State of Hawai'i Non-Civil Service Job Opportunity

**Housing Building Maintenance Worker II**  
**State of Hawaii Executive Branch**  
**Salary: See Position Description**

*An Equal Opportunity Employer*

**Opening Date:** 09/13/13

**Closing Date:** Continuous

## **RECRUITMENT INFORMATION**

This posting is for the State of Hawaii, Department of Human Services, Hawaii Public Housing Authority.

The position is located on the Island of Oahu.

**Salary: Commensurate with Experience.**

If you have any questions regarding this non-civil service exempt position, please contact Cathy Ho at (808) 832-5978 (Monday - Friday, 7:45 a.m. - 4:30 p.m. (HST)).

**The State Recruiting Office will refer all inquiries regarding this exempt position to the Department of Human Services, Hawaii Public Housing Authority.**

## **DUTIES SUMMARY**

The Hawaii Public Housing Authority is seeking a Housing Building Maintenance Worker II. This incumbent is to perform a variety of skilled maintenance and repair work in the upkeep of buildings, facilities, grounds and equipment in the public housing properties of the HPHA. This position also supervises building maintenance personnel and laborers in the repair work as needed.

## **MINIMUM QUALIFICATION REQUIREMENTS**

**Required Licenses, Certificates, Etc.:** Valid Driver's License, Class 3, preferred.

**Schedule:** Hours and days vary, depending on business needs.

**Education:** High school graduate or equivalent preferred.

**Experience:** Six (6) years of work experience in performing a variety of building maintenance repair work, of which two (2) years shall have been as a fully competent worker, or any equivalent combination of training and experience.

**Knowledge of:** Basic practices and methods in the repair of buildings, including safety procedures; common tools, equipment and materials used in the carpentry, plumbing, painting, masonry, and electrical trades; electric and gas appliances used in homes and building facilities.

**Ability to:** Plan, schedule, assign and review the work of others; determine the need for building repairs; operate hand tools utilized in a variety of building trades; read blueprints and sketches; estimate time and materials needed to perform maintenance and repair jobs; keep records and make reports; make mechanical repairs to electrical and plumbing equipment, appliances and facilities housed in buildings; understand and follow oral and written instructions.

**Legal Authorization To Work Requirement:** The State of Hawaii requires that all persons seeking employment with the government of the State shall be citizens, nationals, or permanent resident aliens of the United States, or eligible under federal law for unrestricted employment in the United States.

**OTHER INFORMATION**

This position is exempt from civil service. Therefore, if you are appointed to the position, your employment will be considered to be "at will."

**Submit resumes to:**

Hawaii Public Housing Authority, Personnel – Bldg G  
1002 N School Street, Honolulu, HI 96817

Resumes can be faxed to (808) 832-5979

**Direct all inquiries regarding this position to:**

Cathy Ho  
Hawaii Public Housing Authority  
Phone: (808) 832-5978  
Monday - Friday, 7:45 am - 4:30 pm (HST)

**NOTE: The State Recruiting Office will refer you to the Department of Human Services, Hawaii Public Housing Authority regarding this exempt position.**

Recruitment # EX32407  
HOUSING BUILDING MAINTENANCE WORKER II  
RA